Town of Shirley
Senior Tax Work-Off Program
Chapter 184 S52 of the Acts of 2002 (Amending G.L. Ch. 59 S5K)
978-425-2600
www.shirley-ma.gov

FY2023 Program Application Form

Work to be completed during calendar year 2022 defined as January 1, 2022 to November 30, 2022
Abatement for hours worked will be applied to actual tax bills of FY2023
Annual Eligibility Date: January 1, 2022
Return completed form to: Assessors Office, Town Offices 1st floor, 7 Keady Way, Shirley MA 01464

Part 1: Applicant Eligibility

Name of Applicant: _____   Date of Birth: _____

Property Location: _____   Mailing Address: _____

Parcel ID: _____   Telephone #: _____

Did you own the property on January 1, 2022?   ____ Yes   ____ No

Form of Ownership:
____ Sole Owner
____ Co-Owner with Spouse
____ Co-Owner with Others, indicate:_____
____ Trustee of Trust
____ Life Estate

Was this property your legal residence (domicile) on January 1, 2022?   ____ Yes   ____ No

Part 2: Medical and Physical Restrictions
Please indicate and explain any restrictions which may keep you from performing certain types of work.

_____

_____

Part 3: Commitment, Availability, and Work Hours
I am able to commit to working a total amount of hours in calendar year 2022 of:
____ 105 hours for maximum abatement of $1500
____ 70 hours for abatement of $1000
____ 35 hours for abatement of $500

Please indicate which weekdays and hours you are available to work or any schedule issues. Please also use this part to indicate if you have transportation or issues which affect your ability to travel to work at certain times.

_____

_____

_____

Part 4: Your Qualifications, Skills, and Experience
Please explain in detail your knowledge, skills, abilities, and experience which demonstrate your qualifications to work in available positions. Please use this section to explain your previous work experiences and to tell us about yourself. Attach your work history or resume. List past program participation jobs and any skills you feel would be helpful such as typing, data entry, gardening, grounds-keeping, building maintenance, mechanical, electrical, computer spreadsheet calculations, customer service, technology skills, relevant hobbies, etc. Remember, we use this information to match you to a job or need of the Town!

_____

_____

_____

_____

_____

_____

_____

_____

Part 5: Areas of Interest
Please indicate if there is any particular department you would like to work in and why.

_____

_____

_____

Part 6: Disclaimer and Signature
I, the undersigned, certify that all above information provided is accurate and true to the best of my knowledge and that I understand the eligibility requirements and policies of the program. I understand that if approved for participation:
I am responsible to immediately notify program administrators in writing of any changes affecting my eligibility
I cannot begin work until notification of approval in form of a green Participation Pass and work assignments
I must turn in signed timesheets to the Assistant Town Administrator by the 5th of each month for hours worked the previous month. All hours must be completed, approved and submitted to the Assistant Town Administrator on or before 12:00PM on 11/30/2022 in order to process abatement for tax bills.

_____   _____
            Signature   Date

Part 7: Application Disposition
Approval of Eligibility by Assessors Office (does not guarantee program participation approval):

_____ Approved _____ Denied Signature _____ Date _____

Approval for Participation by the Assistant Town Administrator:

_____ Approved _____ Denied Signature _____ Date _____

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Participation Agreement

The Town of Shirley, a municipal corporation with offices at 7 Keady Way, Shirley MA, hereinafter "the Town" and _____(participant name) of _____(participant address), Shirley MA, hereinafter "the participant" agree as follows:

By signing this Participation Agreement the participant attests that they have read and understood all eligibility requirements and program policies as written on the Program Information Sheet for the current fiscal year. The Participant applicants are responsible to immediately notify program administrators in writing of any changes affecting their eligibility including pending sale or change in ownership status of their property to which the abatement is to be credited.

The Participant will provide service to the Town for a maximum of one hundred and five (105) hours between the date of execution of this Agreement and November 30, 2022.

It is agreed and understood by both parties that the actual work assignments may be made on a week-to-week basis and may vary according to the needs of the department(s) to which the Participant is assigned. The nature of the work assignment shall be dictated by the needs of the Town and the head of the department(s) to which the Participant is assigned.

The Participant is a volunteer in this program and in not entitled to benefits under any classification, compensation, or benefit schedule.

This Agreement will terminate on November 30, 2022, but may be terminated sooner at the discretion of the Shirley Board of Selectmen upon no less than seven (7) days written notice of termination, which shall be given or mailed to the Participant's residential address listed above.

Date:_____

Volunteer Participant: _____

Assistant Town Administrator: _____

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STANDARD HOLD HARMLESS AND INDEMNITY CLAUSE
FOR USE IN LEASES, USE AGREEMENTS, ETC.

I, _____(participant name), through the signing of this document, indemnify, hold harmless and defend the Town of Shirley and its agents and employees from all suits and actions, including attorney's fees and all costs of litigations and judgment of every name and description brought against the Town as a result of loss, damage or injury to person or property by reason of any act by:

_____
Print Name

_____
Signature

_____
Date